



United States Department of Agriculture

# **CONTRACT ADMINISTRATION WORKSHOP**

## **Rural Development**

## **Rural Utilities Service**

Rural Utilities Service (RUS) is offering a Contract Administration Workshop to assist current and potential borrowers, engineers, and interested organizations. This workshop will include a session on advancing funds using the RUS Form 481 and Field Audit Guidance.

If you are interested in attending, please RSVP by completing and emailing the attached form.

### **WORKSHOP PRESENTERS:**

Chris Collins, General Field Representative

James Wilson, General Field Representative

Elizabeth Johnston, Field Accountant

**Date : October 20, 2015 - October 21, 2015**

**Where : Rural Development State Office  
Columbia, MO**

**Time : 8AM—5PM: Tuesday  
8AM—5PM: Wednesday**

**RSVPs will receive an attendance packet with agenda, address, and travel information.**

# **RSVP FORM**

## **2015 CONTRACT ADMINISTRATION WORKSHOP**

### **COLUMBIA, MO**

**OCTOBER 20 - 21, 2015**

**ATTENDEE:**

**EMAIL:**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_

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**COMPANY INFORMATION:**

**COMPANY NAME:** \_\_\_\_\_

**COMPANY ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_

**INTERESTED IN RUS FUNDING:**      **YES**      **NO**

**CURRENT RUS BORROWER:**      **YES**      **NO**

**ARE YOU INTERESTING IN OTHER RURAL DEVELOPMENT FUNDING?**      **YES**      **NO**

# **RSVP DUE BY OCTOBER 10, 2015**

**EMAIL COMPLETED RSVP FORM TO:**

**CHRIS COLLINS, GFR MISSOURI/ILLINOIS**

**EMAIL:** [chris.collins@wdc.usda.gov](mailto:chris.collins@wdc.usda.gov)

**IF YOU HAVE QUESTIONS, PLEASE CONTACT:**

**CHRIS COLLINS: (573) 208-0574**

**JAMES WILSON: (859) 221-7646**